OAPIA NEWSLETTER

Volume 4, Issue 9, September 2005

Asian Pacific Islander Outreach Training

The Mayor's **Office on Asian and Pacific Islander Affairs (OAPIA)** hosted its first Outreach Training on Asian and Pacific Islanders (API) on August 4, 2005, and agency representatives and Language

Access Coordinators from 25 DC agencies attended the session. The focus of the training was to provide District agencies outreach tools so they may increase their capacity to effectively outreach to the API community.

Prior to the training, **OAPIA** surveyed various agencies to gauge their level of knowledge on API out-

reaching and to identify their needs. Based on the results of the survey, **OAPIA** gave a detailed overview on the API community and addressed specific issues faced by most DC agencies.

The Session was two-hour long, and **OAPIA** invited Gary Cha, President of the Korean American Business Association (KABA), and Hien Vu, Director of the Vietnamese American Community Service Center, to talk about business and resident outreach respectively.

Gary spoke about cultural nuances of the Korean community. For example, the gesture of pointing one's finger at somebody may not necessarily be considered

rude for a Korean as it is to an American. Hien talked about outreaching to residents, especially the Vietnamese American community, meant visiting the community and getting involved in their activities instead of just translating and distributing information. In the end, **OAPIA** Outreach Coordinator Soohyun Koo provided a top 10 list on how to outreach to the API community (see page 2).



Garry Cha (standing), president of Korean American Business Association (KABA), gives a presentation on merchant outreach.

A packet of information was handed out to the attendees. It included a Census Profile on the API population in the District and a profile of APIs in the DC Public School system, both complied and prepared by **OAPIA**. There were also the Census 2000 Special Report

entitled, "We the People: Asian in the United States," issued in December 2004, the listings of API community-based organizations with their contact information and target population and areas served, and a profile of local media with the ones of the largest readership/market share highlighted.

The training was an effort to create a dialogue with DC agencies on how they can better outreach to the API community, and **OAPIA** plans to host similar sessions in the near future.

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- 1. Speak the same language: Translate information into the appropriate Asian language (e.g. Chinese, Korean, or Vietnamese). Follow up to confirm that the materials were appropriate.
- 2. Get buy-in to ease implementation: Make sure that the community gives its input during the planning stage so that leaders will advocate rather than equivocate.
- 3. Organize dedicated advisers: Form your own community advisory group to get honest input and assessments.
- 4. Results, not rhetoric: Provide practical information that can lead to actual results.
- 5. Use word of mouth to your advantage: Instead of fearing discussion about your ideas, welcome it, and recommend that others spread the word.
- 6. Be proactive rather than reactive: Know your target community so that you won't be surprised by community activities or activism.
- 7. Keep your ears open: Join listservs and information networks so that you can hear community scuttlebutt and concerns.
- 8. **Be visible**: Participate in community events whenever possible.
- 9. Partnerships: Get results by sharing the work and credit for achievements, rather than fighting over who gets the blame for nothing being done.
- 10. Dial 411, not 911: Stay in contact with the community so that you are sharing information. Don't just seek out the community when there is an emergency.

Prepared by Soohyun Koo, Outreach Coordinator, OAPIA



Office on Asian & Pacific Islander Affairs Executive Office of the Mayor Phone (202) 727-3120 Fax (202) 727-9655 Web: www.apia.dc.gov Photo Story



On August 29th the Mayor's **Office on Asian and Pacific Islander Affairs (OAPIA)** facilitated a meeting between 12 Asian business owners, community members, and the Department of Consumer & Regulatory Affairs (DCRA) Director, Mr. Patrick Canavan. All parties had the opportunity to discuss some important business-related issues.

OAPIA encourages the Asian and Pacific Islander (API) community to get involved in the operations of the city government and provides feedback to reflect its needs and problems. **OAPIA** supports these efforts and can arrange and facilitate meetings on behalf of the API community to open dialogue with all DC agencies.

Meeting with 5 District Commander

The Mayor's **Office on Asian and Pacific Islander Affairs (OAPIA)** met with Jennifer Greene, 5th District
Commander of the Metropolitan Police Department on
August 18, 2005, and briefed her on some safety concerns
brought up by the local Asian merchants during **OAPIA**regular merchant outreach — mainly the increased reports
on crime activities in the Florida market area, juvenile
delinquency, and police officer misconduct.

Commander Greene agreed to increase patrolling in the Florida Market area and to investigate on the complaint of police officer's misconduct. She also added that she would take disciplinary action if needed. In addition, she promised to encourage 5D police officers to take more advantage of the language line service to better serve the local Asian community.

OAPIA will follow up with Commander Greene next month as well as paying another visit to the 5D area merchants to gather their feedback. The meeting was attended by members from the Korean American Business Association (KABA), a couple of local merchants. Two Korean daily newspapers also reported on the meeting.

Announcements

The Mayor's **Office on Asian and Pacific Islander Affairs (OAPIA)** is seeking a bilingual Community Services Representative (CSR).

Job Title: Community Outreach Coordinator Salary Range: DS-12, \$48,352- \$62,356 Work location: 441 4th Street NW, #805 S, Washington DC 20001 Hour of duty: 9:00 am - 6:00 pm

Some of the responsibilities of the CSR include but are not limited to: 1) assists in assessing the needs of the API community, 2) provides advocacy assistance for the District of Columbia's API community members, 3) advises the API community on programs and services, 4) plans, promotes, and coordinates multicultural education programs, 5) responds to unplanned crisis situation affecting the Asian and Pacific Islander community, and 6) prepares reports and statistical studies.

The ideal candidate will be a team player, have at least a bachelor's degree or equivalent, and be familiar with the community based agencies and organizations servicing the Asian and non-Asian communities. Experience in statistical and report preparation is necessary. Excellent oral and written communication skills in both, English and Chinese, Korean, or Vietnamese is preferred.

If you are interested, please send your resume and cover letter to:

Contact person: Soohyun Koo 441 4th Street NW, #805 South Washington DC 20001 Fax: 202-727-9655

Soohyun.koo@dc.gov

The Mayor's **Office on Asian and Pacific Islander Affairs (OAPIA)** is

Interns wanted

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seeking motivated individuals working as interns for the fall. Interns will work closely with staff members in a variety of areas, from meeting with community members and planning community events to working with other DC government agencies in coordinating efforts to serve the District's Asian Pacific Islander population. Work hours are determined by the interns' availability. A stipend for the internship may be considered.

Intern Qualifications: Applicants should be undergraduate or graduate students who possess strong written and oral community skills, as well as organizational abilities. They must be flexible and willing to take initiative. Strong computer and research skills are also desired. And most importantly, applicants must be able to work with diverse populations. Bilingual skills (in an Asian language) and legal backgrounds are a plus but not required.

If you are interested, please submit your resume along with cover letter via e-mail to Janet Chou at janet.chou@dc.gov. For more details, please check out our website: www.apia.dc.gov, click Internship Program under *Information*.

Attention District Residents:



Joint Utility Discount Day

SEPTEMBER 15, 2005 8:00am-7:00pm



We will be accepting applications for District of Columbia Residents at the new Washington Convention Center. With one application, you may be eligible for discounts from:









You may also be eligible for the Low Income Home Energy Assistance Program (LIHEAP). For more information please call the DC Energy Hotline at (202) 673-6750.















In partnership with the

OFFICE ON ASIAN AND PACIFIC ISLANDER AFFAIRS (OAPIA) and the

OFFICE ON LATINO AFFAIRS (OLA),

invite you to a job fair.

The OUC needs

Telecom Equipment Operators-Bilingual Salary Range: \$35,880 - \$45,375

Please bring your Resume, and if possible, a completed DC2000 Application available @ www.dcop.dc.gov



September 13, 2005

11AM - 1:30 PM

Franklin D. Reeves Municipal Center 2000 14th Street, NW - 2nd Floor, Washington, D.C.

Anthony A. Williams, Mayor

Funding & Resources

□ Domestic Abuse Survivors. *The R.O.S.E. Fund* announces the availability of funds to assist projects or programs who work to encourage personal growth beyond the initial recovery from domestic violence. Eligible applicants include nonprofit and community-based-organizations. The deadline for applications is October 1, 2005. Approximately \$500,000 is available. For further information, go to: http://

www.rosefund.org/programs/grants.asp.

GrantID: GD717

☐ Graduate Assistance in Areas of National Need.

Department of Education announces funds to provide fellowships in areas of national need to assist graduate students with excellent academic records who demonstrate financial need and plan to pursue the highest degree available in their courses of study. Eligible applicants include public and state controlled institutions of higher education and private institutions of higher education. The deadline for applications is November 14,

2005. Approximately \$20,340,000 is available to fund 96 awards. A match is required. For further information, contact Julius Cotton at 202-245-6140 or julius.cotton@ed.gov; GrantID: GD683

Computer Lab Installation Projects. AOL Tech Corps is currently seeking nonprofits to receive free Computer Lab Installations. In a Computer Lab Installation project, AOL volunteers install donated software and network the lab computers. At the completion of the project (which typically takes a single day), the nonprofit has a functioning computer lab for use by students, residents, etc. The deadline for applications is October 31, 2005. For further information, go to: http://

☐ Small Business Clinic. The George Washington University is accepting applications to provide free legal assistance to selected small businesses and non-profit organizations that cannot afford to pay a lawyer. Most of the clients selected are microbusinesses com-

www.npowergdcr.org/dcaoltechcorps.htm

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prised of 1-5 persons with less than \$5,000 in start up capital. For further information, go to: http://www.law.gwu.edu/Academics/Clinical%20Programs/Small%20Business/ aboutclinic.htm.

☐ FREE Nonprofit Classes. *E-Bic* presents a series of classes for nonprofits. Talaekah Brooks, JD of Southeastern University's Center for Entrepreneurship will teach the series. All classes will take place at the Martin Luther King Library's e-BIC Video Conference Center, A Level:

How to Start a Nonprofit
September 14, 2005, 6:00 pm - 9:00 pm
Class covers essential tools needed to start a non-profit corporation.

October 12, 2005, 6:00 pm - 9:00 pm Class will help participants understand the crucial role that boards play in a nonprofit organization.

Nonprofit Strategic Planning
November 9, 2005, 6:00 pm - 9:00 pm
Class covers the differences between strategic plans and business plans for nonprofit organizations.

Nonprofit Fundraising
December 14, 2005, 6:00 pm - 9:00 pm
Class covers fundraising planning and creating a standard grant format.

To RSVP for classes, contact Katina Bolden at 202-727-2241, or ebic@dc.gov.



The above information comes from *Funding Alert*, a free service of the Office of Partnerships and Grants Development *(OPGD)*.

OPGD provides nonprofit and government representatives with funding information at its Grants Information Resource Center (GIRC). This computer center provides access to funding databases, as well as the Internet. The GIRC is located at One Judiciary Square, 441 4th Street, NW, Suite 1130 North. Call 202-727-8900 to schedule an appointment.

To start your own online subscription to *Funding Alert*, simply register with DC.Gov and subscribe at DCDocs http://dc.gov/registration/dcdocs.asp.